

LINDFIELD PARISH COUNCIL

GRANTS AND DONATIONS MADE DURING THE PERIOD 01.04.24. - 31.03.25

Per budget	date agreed	Applicant	Purpose	Request	amount agreed	S.137 power	other powers	23/24	Comments
2,500.00	07-Mar-24	Lindfield Bonfire Society	To support the costs of medical care at the 2024 bonfire night display	£500.00	£500.00			£500.00	
	07-Nov-24	4Sight Vision Support	We are seeking funding so that we can continue supporting people in your Parish of Lindfield who are living with sight loss. Our aim is to enable people to live life without limits; by providing access to specialist, individually tailored support, we help people to retain their independence and not become socially isolated after a sight loss diagnosis. Our specialist team offer everything from advice on eye health, emotional support, guidance on daily living aids, to assistance with accessible technology. On average it costs £65 for our team to provide support to one person for a year; the total cost to support the 30 clients in your Parish of Lindfield is £1,950.	£520.00	£440.00			£440.00	
	07-Nov-24	Air Ambulance Charity Kent Surrey Sussex	Our aim is an end to preventable loss of life from medical emergency. We fulfil this aim by provision of HEMS (Helicopter Emergency Medical Service). HEMS brings A&E resources, including doctors and paramedics, direct to the patient at the scene of emergency. Some surgical procedures may be undertaken there, including administration of anaesthetics and blood transfusions. Plus rapid transfer to the most appropriate hospital trauma centre. A grant is requested as a contribution to the operating costs of HEMS – helicopters, rapid-response vehicles, medical equipment, fuel, highly-trained crews. In the event of a serious medical or trauma emergency in Lindfield, every resident of your parish could be a potential beneficiary of our life-saving emergency service. The service costs £18.8 million annually.	£500.00	£440.00			£300.00	
	08-Jan-25	St Peter & St James Hospice	We would like to apply for a community grant towards the running costs of the hospice. To provide hospice care in the community and at the hospice costs £10,000 per day and with only 13% funding from central government, we must raise over 6 million through fundraising and retail to run the hospice each year. The hospice is a large part of the community and without the generosity of our loyal donors it would simply be impossible to provide the care our population needs when living and dying with a life limiting illness. Your support really makes a difference.	£500.00	£500.00				

Total agreed to date

£1,880.00    £0.00

As at 06.03.25

Refunds  
Balance in hand  
Total Balance in hand

Lindfield History Projects Group

250.00  
620.00  
870.00

Financial Reports – F&GP Items 8 & 9  
RFO Summary to 31<sup>st</sup> January 2025

1. Detailed Income & Expenditure by Budget Heading
2. Expenditure from Earmarked Reserves
3. Barclays Bank Current Account - Analysis of Payments made between 1>31-Jan-25
4. Unity Trust Current Account - Analysis of Payments made between 1>31-Jan-25
5. Bank – Cash and Investment Reconciliation to 31-Jan-25\*

\* The date of the bank reconciliation in respect of the Hinckley & Rugby Building Society is currently shown as 31- Dec-24. This date reflects the opening of the new account with effect from 23-Dec-24. Interest is paid on an annual basis on 1-Dec and as such the balance of funds held on account will remain unchanged until next year. Monthly statements are available upon request, and I am currently still waiting to receive a copy for Jan-25, however given the value shown will not impact any figures, I have decided to share the information that I currently have available.

**Payments that were received in January 2025.**

1. Barclays Business Current Account:  
£808.00 CTH Rent for January 2025.  
£372.37 CTH Service Charge for Oct-Dec 2024.  
Plus, regular automatic transfer facility transactions with Barclay's Business Premium account.
2. Barclays Business Premium Account:  
Regular automatic transfer facility transactions with Barclay's Current account.
3. Unity Trust Current Account:  
Internal transfer of funds from Unity Trust Savings account to fund online payments.
4. Unity Trust Savings Account:  
There were no payment transactions.
5. Nationwide Building Society:  
£154.09 Interest for January 2025.

**Transfer of Funds January 2025:**

There were no transfers of funds between accounts other than to facilitate online payment of invoices.

**Earmarked Reserves Expenditure January 2025 (Net of VAT)**

There were no transactions.

**General Reserves Expenditure January 2025 (Net of VAT)**

There was no expenditure.

**Overspent Budget Heading (15% or more of Agreed Budget)**

There has been a change in overspent budget headings since my report that was shared for December 2024:

1. 4160 F&GP Insurance - 120.1% (remains unchanged).
2. 4450 E&A Street Lighting Energy/Maintenance - 124.4% (new overspent Budget). Overspend mainly due to increased daily standing charge under replacement contract that was agreed to January 2024.
3. 4561 E&A Denmans Lane Toilets Utilities - 137.6% (increased overspend) Overspend mainly due to change in supplier for daily cleaning services.

## Detailed Income &amp; Expenditure by Budget Heading 31/01/2025

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Finance &amp; General Purposes</b>							
1076 Precept	257,000	257,000	0			100.0%	
1090 Interest Received	3,778	1,500	(2,278)			251.9%	
1120 Clock Tower House Rental	8,080	9,696	1,616			83.3%	
1125 CTH Service Charge	914	1,400	486			65.3%	
1150 Telephone Refund	288	0	(288)			0.0%	
1210 Licence Fee	145	143	(2)			101.4%	
1230 Christmas Festival Night	960	800	(160)			120.0%	
1250 Photocopy Services	9	0	(9)			0.0%	
Finance & General Purposes :- Income	<b>271,174</b>	<b>270,539</b>	<b>(635)</b>			<b>100.2%</b>	<b>0</b>
4000 Salary	66,228	90,000	23,772		23,772	73.6%	
4010 Tax & NI	5,374	6,800	1,426		1,426	79.0%	
4020 Pension	10,222	13,200	2,978		2,978	77.4%	
4110 Staff Expenses	0	200	200		200	0.0%	
4111 Payroll Administration	191	500	309		309	38.3%	
4120 Training	577	2,000	1,423		1,423	28.9%	
4130 Bank Charges	59	75	16		16	79.2%	
4140 Audit Fees	124	3,000	2,876		2,876	4.1%	
4160 Insurance	4,202	3,500	(702)		(702)	120.1%	
4170 Postage & Stationery	113	400	287		287	28.3%	
4175 Annual Memberships/Subscriptio	2,088	3,000	912		912	69.6%	
4180 Photocopying	1,258	2,300	1,042		1,042	54.7%	
4190 Telephone & Broadband	1,717	2,500	783		783	68.7%	
4200 IT & Website	5,049	5,000	(49)		(49)	101.0%	
4210 Office Equipment	456	1,000	544		544	45.6%	
4221 Lindfield Enterprise Park	657	700	44		44	93.8%	
4230 Grants Paid	1,630	2,500	870		870	65.2%	
4240 Room Hire	606	1,000	394		394	60.6%	
4250 Cleaning/Catering	2,409	3,000	591		591	80.3%	
4260 Newsletter & Annual Report	1,305	2,500	1,195		1,195	52.2%	
4265 F&GP Professional Fees	0	5,000	5,000		5,000	0.0%	
4270 Chairs Allowance	75	250	175		175	30.0%	
4271 Members Allowances	0	6,450	6,450		6,450	0.0%	
4280 Councillor Expenses	6	200	194		194	3.0%	
4285 Toilets on Common Construction	7,784	0	(7,784)		(7,784)	0.0%	7,784
4292 Community Engagement	379	1,500	1,121		1,121	25.3%	
4295 Waste Collection	807	1,500	693		693	53.8%	
4310 PWLB Repayment	21,815	21,815	0		0	100.0%	
4320 Electricity Supply	2,395	4,000	1,605		1,605	59.9%	
4330 Water Supply	128	200	72		72	64.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/01/2025

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4340 Security Alarm System	430	500	70		70	86.0%	
4350 Fire Safety System	119	500	381		381	23.8%	
4360 Health & Safety	0	200	200		200	0.0%	
4370 Publications	0	200	200		200	0.0%	
4380 Data Protection	180	400	220		220	45.0%	
4385 Vehicle	2,279	4,000	1,721		1,721	57.0%	
4393 Maintenance/Improvements CTH	789	2,500	1,711		1,711	31.6%	
<b>Finance &amp; General Purposes :- Indirect Expenditure</b>	<b>141,451</b>	<b>192,390</b>	<b>50,939</b>	<b>0</b>	<b>50,939</b>	<b>73.5%</b>	<b>7,784</b>
<b>Net Income over Expenditure</b>	<b>129,723</b>	<b>78,149</b>	<b>(51,574)</b>				
6000 plus Transfer from EMR	7,784						
<b>Movement to/(from) Gen Reserve</b>	<b>137,507</b>						
<u>110 Environment &amp; Amenities</u>							
4450 Street Lighting Energy/Mainten	6,094	4,900	(1,194)		(1,194)	124.4%	
4460 Street Lighting Purchase	3,000	3,000	0		0	100.0%	
4465 Christmas Lights	17,519	18,000	481		481	97.3%	
4471 Maintenance/Gardening	426	2,000	1,574		1,574	21.3%	
4480 Christmas Festival Night & Com	978	1,500	522		522	65.2%	
4500 Digital Mapping	390	525	135		135	74.3%	
4510 Grass Cutting	2,085	2,200	115		115	94.8%	
4521 Wilderness Field S106	4,380	0	(4,380)		(4,380)	0.0%	4,380
4530 Village Orderly Equip/Expenses	25	1,000	975		975	2.5%	
4560 Denmans Lane Toilets Repair	0	5,000	5,000		5,000	0.0%	
4561 Denmans Lane Toilets Utilities	19,265	14,000	(5,265)		(5,265)	137.6%	
4565 Toilets on Common Utilities	0	9,000	9,000		9,000	0.0%	
4650 Climate Change Projects	266	1,500	1,234		1,234	17.7%	
4750 Replacement Street Furniture	0	1,000	1,000		1,000	0.0%	
4800 Emergency Equipment	0	300	300		300	0.0%	
4825 Community Equipment	0	300	300		300	0.0%	
4900 Village Archives	0	200	200		200	0.0%	
<b>Environment &amp; Amenities :- Indirect Expenditure</b>	<b>54,429</b>	<b>64,425</b>	<b>9,996</b>	<b>0</b>	<b>9,996</b>	<b>84.5%</b>	<b>4,380</b>
<b>Net Expenditure</b>	<b>(54,429)</b>	<b>(64,425)</b>	<b>(9,996)</b>				
6000 plus Transfer from EMR	4,380						
<b>Movement to/(from) Gen Reserve</b>	<b>(50,049)</b>						
<u>120 Allotments</u>							
1200 Allotment Income	1,197	1,243	46			96.3%	
<b>Allotments :- Income</b>	<b>1,197</b>	<b>1,243</b>	<b>46</b>			<b>96.3%</b>	<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/01/2025

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4600 Allotment Expense	923	2,500	1,577		1,577	36.9%	
Allotments :- Indirect Expenditure	<u>923</u>	<u>2,500</u>	<u>1,577</u>	<u>0</u>	<u>1,577</u>	<u>36.9%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>275</u>	<u>(1,257)</u>	<u>(1,532)</u>				
<u>130 Planning &amp; Traffic</u>							
4960 SID Maintenance	0	2,500	2,500		2,500	0.0%	
4973 RTP1	0	400	400		400	0.0%	
Planning & Traffic :- Indirect Expenditure	<u>0</u>	<u>2,900</u>	<u>2,900</u>	<u>0</u>	<u>2,900</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(2,900)</u>	<u>(2,900)</u>				
<u>140 Non Budgeted Expenditure</u>							
4461 GR: Street Lighting Upgrade	1,095	0	(1,095)		(1,095)	0.0%	
Non Budgeted Expenditure :- Indirect Expenditure	<u>1,095</u>	<u>0</u>	<u>(1,095)</u>	<u>0</u>	<u>(1,095)</u>		<u>0</u>
<b>Net Expenditure</b>	<u>(1,095)</u>	<u>0</u>	<u>1,095</u>				
Grand Totals:- Income	<u>272,372</u>	<u>271,782</u>	<u>(590)</u>			<u>100.2%</u>	
Expenditure	<u>197,898</u>	<u>262,215</u>	<u>64,317</u>	<u>0</u>	<u>64,317</u>	<u>75.5%</u>	
<b>Net Income over Expenditure</b>	<u>74,473</u>	<u>9,567</u>	<u>(64,906)</u>				
plus Transfer from EMR	<u>12,164</u>						
<b>Movement to/(from) Gen Reserve</b>	<u>86,638</u>						

Lindfield Parish Council 2024-2025

Expenditure from Earmarked Reserves as at 31 January 2025

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Toilets on the Common	77,191.67	- 7,784.17	69,407.50
329 EMR - Wilderness Field S106 Maintenance	12,845.58	- 4,380.20	8,465.38
332 EMR - Council Elections	1,350.00		1,350.00
334 EMR - Plan 23-27	5,000.00		5,000.00
335 EMR - Planning Reserve	4,000.00		4,000.00
336 EMR - SID Replacement	2,000.00		2,000.00
	<u>102,387.25</u>	<u>- 12,164.37</u>	<u>90,222.88</u>

## Barclays Current Bank A/c

Payments made between 01/01/2025 and 31/01/2025

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
02/01/2025	Barclays Business Premium A/c	Automatic	574.27				210	574.27	From 20623318
02/01/2025	Connected Kerb Limited	DEBIT CARD	3.96		0.66	4385	100	3.30	Vehicle Charge 2 Jan 2025
03/01/2025	Bryan Cleaning Services	ONLINE	315.00			4561	110	315.00	Cleaning Service to 29Dec2024
03/01/2025	Bryan Cleaning Services	ONLINE	-315.00			4561	110	-315.00	Cleaning Service to 29Dec2024c
07/01/2025	British Telecommunications Plc	DD	73.75		12.29	4190	100	61.46	Broadband Services Dec 2024
07/01/2025	Connected Kerb Limited	DEBIT CARD	7.47		1.24	4385	100	6.23	Vehicle Charge 7 Jan 2025
08/01/2025	Apogee Corporation Ltd	DD	133.63		22.27	4180	100	111.36	Printing Charge 5Sep-8Dec 2024
09/01/2025	Connected Kerb Limited	DEBIT CARD	0.30		0.05	4385	100	0.25	Vehicle Charge 9 Jan 2025
10/01/2025	Amazon EU S.à r.l., UK Branch	DEBIT CARD	11.56		1.92	4170	100	9.64	A4 Punched Pockets
10/01/2025	Amazon EU S.à r.l., UK Branch	DEBIT CARD	23.49		3.92	4170	100	19.57	Copy Printer Paper A4 White
10/01/2025	Amazon EU S.à r.l., UK Branch	DEBIT CARD	23.49		3.92	4170	100	19.57	Copy Printer Pater A4 White
14/01/2025	Connected Kerb Limited	DEBIT CARD	5.49		0.92	4385	100	4.57	Vehicle Charge 14 Jan 2025
17/01/2025	Mailchimp	DEBIT CARD	19.82			4200	100	19.82	Mailchimp CommEngagement Jan25
20/01/2025	Npower Commercial Gas Ltd	DD	543.83		25.90	4450	110	517.93	Electricity Supply 1- 31Dec2024
21/01/2025	Connected Kerb Limited	DEBIT CARD	5.53		0.93	4385	100	4.60	Vehicle Charge 21 Jan 2025
22/01/2025	Amazon EU S.à r.l., UK Branch	DEBIT CARD	33.37		5.56	4250	100	27.81	Deinked Paper Hand Towels
22/01/2025	Amazon EU S.à r.l., UK Branch	DEBIT CARD	33.37		5.56	4250	100	27.81	Deinked Paper Hand Towels
23/01/2025	Connected Kerb Limited	DEBIT CARD	8.60		1.44	4385	100	7.16	Vehicle Charge 23 Jan 2025
30/01/2025	British Telecommunications Plc	DD	120.92		20.15	4190	100	100.77	Mobile Reg Charges Jan 2025
Total Payments:			1,622.85	0.00	106.73			1,516.12	

## Unity Trust Current Account

Payments made between 01/01/2025 and 31/01/2025

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
03/01/2025	Bryan Cleaning Services	ONLINE	315.00			4561	110	315.00	Cleaning Service to 29Dec2024
10/01/2025	CJS Environmental Ltd	ONLINE	122.40		20.40	4561	110	90.00	Sharps Service 22Jan25-21Jul25
						4561	110	12.00	Consignment Note 22Jan-21Jul25
10/01/2025	Bryan Cleaning Services	ONLINE	315.00			4561	110	315.00	Cleaning Service to 5Jan2025
10/01/2025	Ian Woodhams	ONLINE	22.00			4250	100	22.00	CTH Window Cleaning 6.1.25
10/01/2025	West Sussex County Council	ONLINE	11,560.81			4000	100	9,566.65	Salaries Dec 2024
						4010	100	901.78	NICs Dec 2024
						4020	100	1,741.10	Pension Dec 2024
						1150	100	-648.72	WSCCRfd EeeDed Nov23-Jul24
15/01/2025	British Gas	DD	-237.76		-11.32	4320	100	-226.44	Canc Bill 9486441 29Oct-2Dec24
15/01/2025	British Gas	DD	721.69		120.28	4320	100	601.41	Elec Supply 29Oct-29Dec 2024
17/01/2025	Tisburys Cleaning Services	ONLINE	227.50			4250	100	227.50	Office/CTH Cleaning Dec2024
17/01/2025	Bryan Cleaning Services	ONLINE	315.00			4561	110	315.00	Cleaning Service to 12Jan2025
21/01/2025	Kipper Creative Ltd	ONLINE	522.00		87.00	4260	100	435.00	Lindfield Life Jan2025 Edition
22/01/2025	Mercedes-Benz Fin Services Ltd	DD	234.69		39.12	4385	100	195.57	Lease Instalment Jan 2025
24/01/2025	Vision ICT Ltd	ONLINE	115.00		19.17	4200	100	75.00	SSL Certificate Nov 2023
						4200	100	20.83	SSL Certificate Nov 2024-Apr25
24/01/2025	St Peter & St James Charitable	ONLINE	500.00			4230	100	500.00	S137 St Peter&StJames Hospice
24/01/2025	Open Spaces Society	ONLINE	45.00			4175	100	45.00	Open Spaces Society 1Sep2024
24/01/2025	Bryan Cleaning Services	STD ORD	1,260.00			4561	110	1,260.00	DailyCleaning we 19/1-9/2 2025
31/01/2025	SUEZ Recycling and Recovery	DD	111.12		18.52	4295	100	92.60	Waste Collection Dec 2024
31/01/2025	Unity Trust Bank Plc	FEE	6.00			4130	100	6.00	Service Charge 1-31 Dec 2024
Total Payments:			16,155.45	0.00	293.17			15,862.28	

Lindfield Parish Council Current Year

Bank - Cash and Investment Reconciliation as at 31 January 2025

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	31/01/2025	Barclays Current Account	14,323.79
2	31/01/2025	Business Premium Account	67,155.81
3	31/01/2025	Nationwide Building Society	93,197.23
4	31/01/2025	Petty Cash	87.73
5	31/01/2025	Unity Trust Current Account	9,575.06
6	31/01/2025	Unity Trust Savings Account	57,756.43
7	31/12/2024	Hinckley&Rugby Building Soc.	1,000.00
			243,096.05
<u>Receipts not on Bank Statement</u>			
0	31/01/2025	All Receipts Cleared	0.00
			0.00
Closing Balance			243,096.05
<u>All Cash &amp; Bank Accounts</u>			
1		Barclays Current Bank A/c	14,323.79
2		Barclays Business Premium A/c	67,155.81
3		Nationwide Building Society	93,197.23
4		Petty Cash	87.73
5		Unity Trust Current Account	9,575.06
6		Unity Trust Savings Account	57,756.43
7		Hinckley&Rugby Building Soc.	1,000.00
		Other Cash & Bank Balances	0.00
		Total Cash & Bank Balances	243,096.05